

April 6, 2009

Dear Wisconsin gas station owner,

We are pleased to send you this copy of the **2009 Compliance Calendar for Gasoline Dispensing Facilities**, created by the Wisconsin Small Business Clean Air Assistance Program. The SBCAAP developed this calendar to help gas stations and gasoline dispensing facilities comply with environmental requirements related to the transfer of fuel. We hope the calendar is a tool that helps you meet your requirements, especially your record keeping obligations.

The regulations that affect your business are changing. New federal requirements for vapor recovery took effect in January 2008, and in February 2009, Wisconsin's storage tank regulations were revised. This calendar contains information summarizing all these federal and state rules.

The Compliance Calendar is designed to help you meet your record keeping obligations and remember important deadlines and dates. The calendar's key features include worksheets, checklists, and recording logs for:

- inventory tracking and verification
- gasoline throughput summaries
- leak detection inspections
- vapor recovery system inspections
- compliance testing of equipment
- tank permit and insurance renewals

If you received this calendar but are not the owner or operator of the gasoline dispensing facility, please forward it to the person responsible for complying with environmental regulations. You can also contact us so we update our records accordingly.

The calendar gives you a simple method for keeping your records together. We encourage you to use it! All your records will be organized and in one place if an inspector visits your business. Keep the calendar on file for five years, and it can serve as your official record.

For additional calendars, please call us or send an email to ComCleanAir@wisconsin.gov. We have a limited number of extra printed copies available. In addition, an electronic version of the calendar is available online at http://commerce.wi.gov/BD/BD-CA-Industry_Info.html.

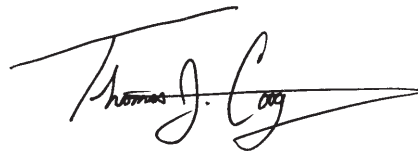
The **Compliance Calendar for Gasoline Dispensing Facilities** is new for 2009. We anticipate producing it annually, and all feedback about what would be most helpful to you is appreciated. Please contact us with your comments.

The Small Business Clean Air Assistance Program provides information to Wisconsin small businesses to help them understand their air pollution compliance requirements. If you have any questions about air pollution regulations and how they affect your business, please feel free to contact us or visit our web site at <http://commerce.wi.gov/sbcaap>. Our program is confidential, advisory, non-regulatory, and free!

Sincerely,



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